



Australian Rail Track Corporation Ltd

SAFETY ALERT

ARTC NSW No. 36



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TRACK OCCUPANCY AUTHORITY ATTENTION PROTECTION OFFICERS

Following recent safeworking incidents a number of failures, relating to the requesting, authorising and issue of Track Occupancy Authorities, have been identified.

Network Controllers and Protection Officers are reminded to follow the ARTC Network Rule & Procedure when Requesting, Authorising and Issuing Track Occupancy Authorities for fixed worksites or at the starting point from which a track vehicle is to travel following a train movement.

The following extracts are provided for your guidance:

ANWT 304 Track Occupancy Authority

Authorisation

Before authorising a TOA, the Train Controller must make sure that:

- the track is unoccupied, and will remain unoccupied, except as specified in the TOA, and
- the Protection Officer knows about any existing obstructions, and
- the Protection Officer understands and agrees to the limits of the TOA, and
- *blocking facilities* have been applied to prevent the entry of *rail traffic* into the portion of track within the TOA limits.

Occupancy following a train movement

Before issuing the Authority, the Train Controller must make sure that the preceding train has passed:

- **the proposed worksite**, or
- **the starting point from which the track vehicle included in the Authority will travel.**

ANPR 701 Using a Track Occupancy Authority

Protection Officer

Item 1

Tell the Network Control Officer:

- your name, and **the location of the work**, and



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- the **type of work to be done**, and
- the limits of the TOA:
- if there are multiple tracks, give the names of the *yards* and the tracks, or
- if within *yard limits*, identify the *clearance points*, and
- give signal, *points* or *crossover* numbers
- the **protection arrangements for the Authority**, and
- the intended start and finish times.

Network Control Officer

Item2

Make sure that:

- there is no *rail traffic* within the proposed limits of the TOA, or
- **rail traffic within the limits has passed beyond the proposed worksite or the starting point of the track vehicle journey**, or
- if the TOA is associated with disabled rail traffic, the rail traffic will not be moved before authority is obtained from the Protection Officer.

Item3

Apply *blocking facilities* to prevent entry into the limits of the TOA.

Protection Officer

Item10

If the TOA is to be authorised to start after a *train* movement:

- **watch the train pass the point from which the track is to be occupied**, and
- give the Network Control Officer the **identification number of the lead unit of the train**.

Item16

When authorised, put protection in place.

ACTION:

- **Ensure all PROTECTION OFFICERS under your control, are advised of the above incident and the implications of using ANWT 304 and ANPR 701**
- **Place the Safety Alert on display**
- **Ensure a “sign-off” (for example, a Team Safety Meeting record) is obtained to verify that employees have been briefed on this Safety Alert.**